

End of Process with Customer

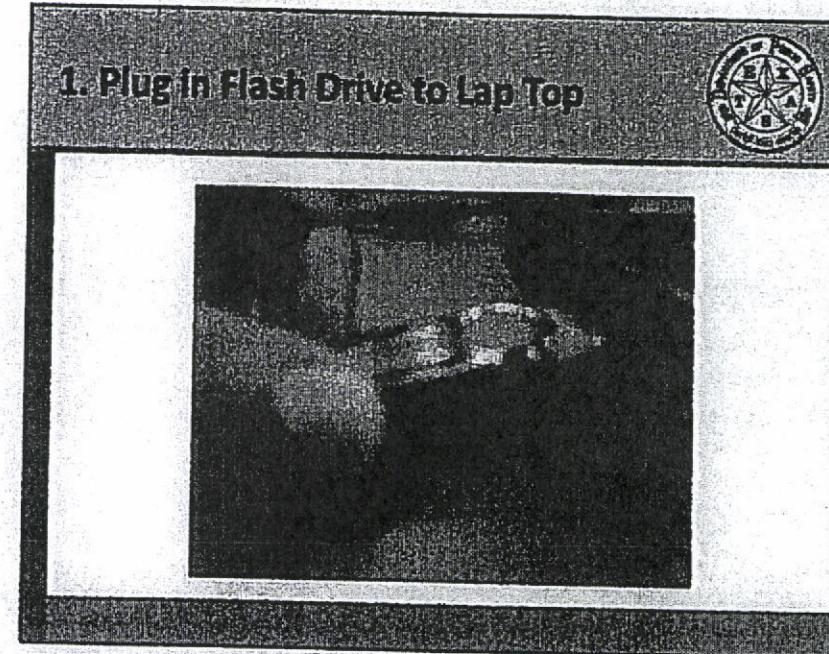


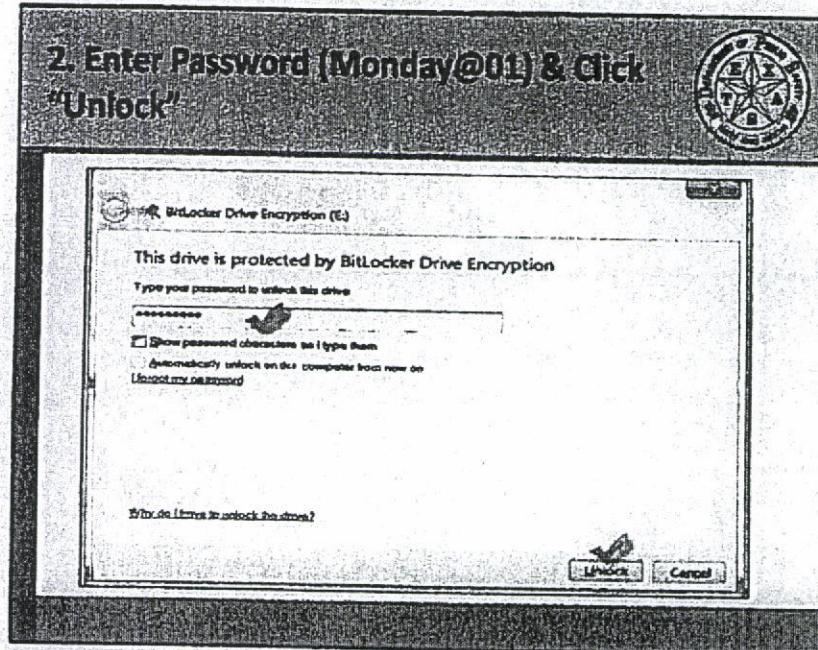
- ▶ Return receipt and all original documents **except the signature card and EIC application to the customer.**
- ▶ Signature card, application , will be transported back to the driver license office.
- ▶ Explain that this receipt is good for 30 days and if their application and transaction are confirmed they will receive their EIC shortly in the mail.

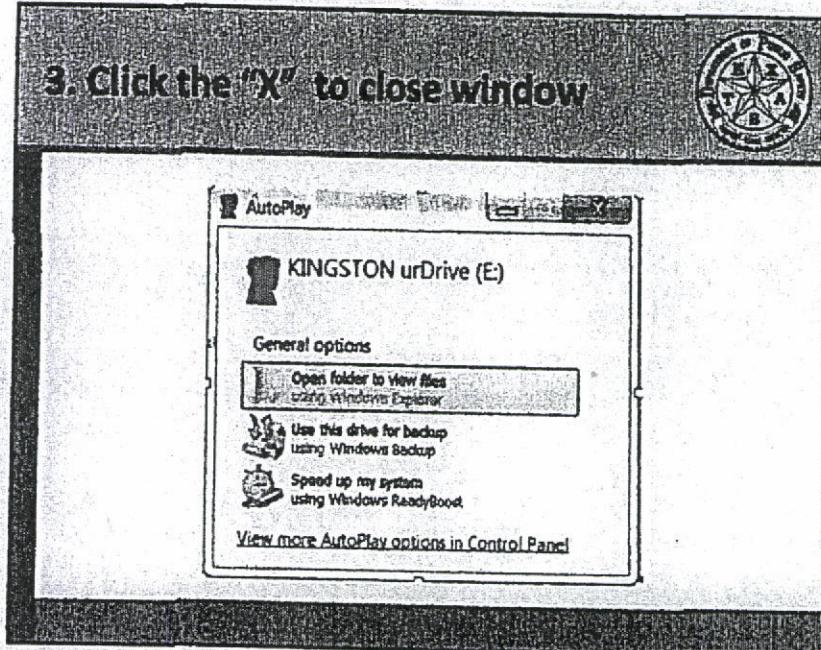


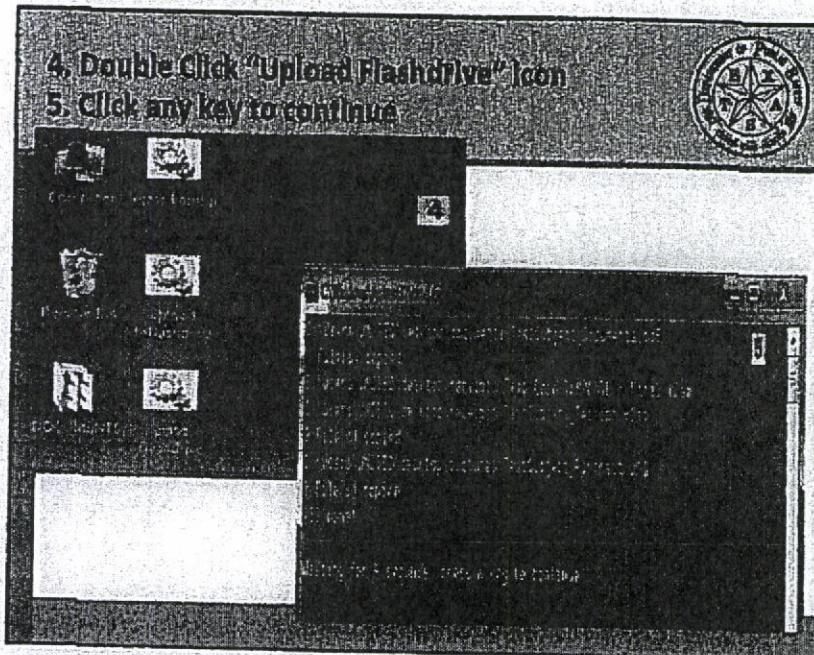
Steps to Upload EIC Information to Flashdrive

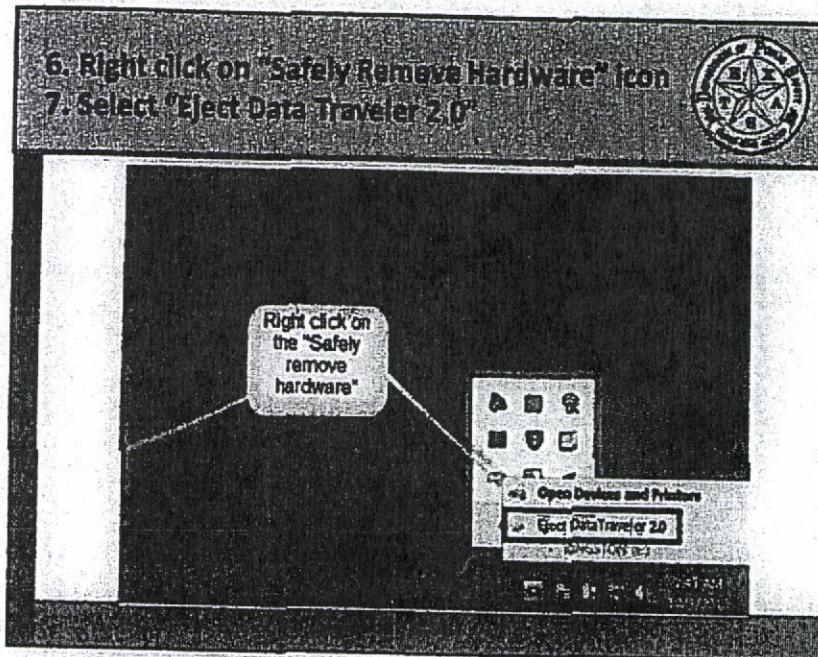
Before transit to a DPS driver license office











Transport of EIC Data



- ▶ **Issued EIC's**
 - A Trooper will transport the flashdrive, EIC applications (DL-14C/CS), signature cards, and the EIC County Statistic Tracking Sheet to a DPS driver license office.
- ▶ **EIC Inquiries only**
 - Statistic tracking sheet will be faxed to a DPS Regional Office. *(Refer to Appendix C)*
- ▶ **No Inquiries or Issued EIC's**
 - No action needed

Data Deletion (Appendix D)



- ▶ Laptop
 - Delete after successful data upload to flashdrive
- ▶ Camera
 - Delete photos at the end of each day
- ▶ Flashdrive
 - Delete upon return to County Clerk

Contact Numbers



- ▶ **State Election Official Hotline**
 - 1-800-252-8683
- ▶ **County Election Official Hotline**
 - 1-800-252-2216
- ▶ **Technical Issues**
 - DPS Help Desk
 - (512) 424-5432

